

SECTION 00010 - LEGAL NOTICE TO BIDDERS

Sealed bids will be received at the Office of the City of Memphis Purchasing Agent, Room 354, City Hall, 125 N. Main, Memphis, TN 38103, until 2:00 p.m., August 13, 2015 for furnishing the City of Memphis with the following:

FOR THE DIVISION OF: Memphis Police Department

FOR THE CONSTRUCTION OF:

Renovations to: MATA Office Building
444 North Main
Memphis, TN 38103
For Memphis Police Department North Main Station

Plans and Specifications can be viewed at:

1. O. T. Marshall Architects, P.C.
5859 Ridge Bend Road
Memphis, Tennessee 38120
Phone: 901-791-0115
Fax: 901-791-0116
Contact: Richard Davenport – richard@otma.com - email
2. CB Richard Ellis Memphis
2620 Thousand Oaks Blvd., Suite 4000
Memphis, TN 38118
Phone: (901) 260-2294
Fax: (901) 260-1195
Contact: Michael Hughes
3. McGraw Hill Construction Dodge Plan Room
1995 Nonconnah Blvd., Suite 101
Memphis, TN 38132
Phone: (901) 332-3907
Fax: (901) 332-3908
4. Memphis Builders Exchange
642 South Cooper
Memphis, TN 38104
Phone: (901) 272-7495
Fax: (901) 272-9740
5. Memphis Area Minority Contractors Association (MAMCA)
555 Beale Street
Memphis, TN 38103
Phone: (901) 526-5504
Fax: (901) 525-2357

6. Renaissance Business Center/City of Memphis Bid/Plan Room
555 Beale Street
Memphis, TN 38103
Phone: (901) 526-9300
Fax: (901) 525-2357
7. Mid-South Minority Business Council (MMBC)
158 Madison, Suite 300
Memphis, TN 38103
Phone: (901) 525-6512
Fax: (901) 525-5204
8. National Association of Minority Contractors Memphis
Tri-State Area Chapter 336
Mr. Willie Nelson
3360 Fontaine Rd.
Memphis, TN. 38116
Phone: (901) 348-0300
Fax: (901) 332-5680

Plans and Specifications can also be purchased from:

ARC Document Solutions
5701 Quince Rd
Memphis, TN 38119
Phone: (901) 683-8292
Fax: (901) 683-8313

THE CITY OF MEMPHIS ENCOURAGES THE PARTICIPATION OF SMALL AND MINORITY BUSINESS IN THE PURCHASING PROCESS.

All bids must include on the outside of the official City of Memphis Bid Envelope the name of the project, the bid due date and the bid opening time.

LICENSING DISCLOSURE REQUIREMENTS:

**Classification for this Project shall be BC – Building Construction
BC-B - Building Construction - Commercial**

All bidders must be licensed contractors as required by Title 62, Chapter 6, of the Tennessee Code Annotated and must comply with the requirements of Tenn. Code Ann. 62-6-119.

In addition, the City of Memphis requires that the bidder's license number, license expiration date, and that part of the license classification that applies to the bid, appear on the outside of the envelope containing the bid. The bidder shall also include, on the outside of the bid envelope, the name, license number, license expiration date, and license classification of any subcontractor to be used by the bidder for electrical, plumbing, heating, ventilation & air conditioning work, and masonry provided that such classifications (i.e.

electrical, plumbing, heating ventilation & air conditioning and masonry) are applicable to the project. In the event that such classifications are not applicable to the project, the bidder shall indicate same on the outside of the bid envelope, by designating the classification and the words "not applicable" or "NA".

The above licensing disclosure requirements shall not apply to any bid that is less than \$25,000. If any bid amount, whether for the total bid submitted by the bidder as general contractor or for a sub-bid for electrical, plumbing, and/or heating ventilation & air conditioning work, is less than \$25,000, or if the masonry bid amount is less than \$100,000, the licensing disclosure requirements set out above are not applicable. In lieu thereof the bidder must provide on the outside of the bid envelope, his name and address and/or the name and address of any such subcontractor whose sub-bid is less than \$25,000 (\$100,000 for masonry), along with the words "exempt from licensing requirement."

A **mandatory pre bid meeting** will be held on **Friday July 31st, 2015 at 10:00am CST** at 444. N Main.
The **Diversity Work Shop** will be held on **Tuesday August 4th, 2015 at 10:00am CST** at 444. N. Main.

THE CITY OF MEMPHIS WILL NOT OPEN OR CONSIDER ANY BID WHICH DOES NOT COMPLY WITH THE ABOVE LICENSING DISCLOSURE REQUIREMENTS.

"CERTIFICATION BY EACH BIDDER MUST BE MADE WITH RESPECT TO NONDISCRIMINATION IN EMPLOYMENT."

A BID BOND IS REQUIRED IF THE BID AMOUNT EXCEEDS \$100,000.

Award of contracts will be made on the basis of the lowest and best bids as determined by the City of Memphis. **"Best Bid" shall be defined as the responsive quotation, that meets the contract documents, including, if applicable, any M/WBE Participation Goal as set out in this specification.**

Any claim of error in a bid must be filed in writing with the Administrator, Land Development/Budget, Rm. 644, 125 N. Main, Memphis, TN 38103 by noon the next working day following bid opening if a contractor wishes to withdraw his bid without forfeiture of his bid bond.

Any protest of award must be filed in writing with the Purchasing Agent within ten calendar days of the intent of award announcement. Intent of award announcement will be sent to all bidders by the Administrator, Land Development/Budget, after review of all opened bids.

By Order of the Mayor of the City of Memphis, Tennessee. A. C. Wharton, Mayor

CITY PURCHASING AGENT

END OF SECTION 00010